

Agenda



Tendering Committee

Date: Wednesday, 19 February 2020

Time: 09:15

Venue: 'The Brock' Meeting Room,
Council Offices, 16 Church Street, Dumbarton

Contact: Scott Kelly, Committee Officer
Tel: 01389 737220 scott.kelly@west-dunbarton.gov.uk

Dear Member

Please attend a meeting of the **Tendering Committee** as detailed above. The business is shown on the attached agenda. **Please note the start time of the meeting.**

Yours faithfully

JOYCE WHITE

Chief Executive

Distribution:

Councillor J. Finn (Chair)
Councillor G. Casey
Councillor I. Dickson (Vice Chair)
Councillor D. Docherty
Provost W. Hendrie
Councillor M. McNair
Councillor L. O'Neill
Councillor B. Walker

All other Councillors for information

Strategic Director - Transformation & Public Service Reform
Strategic Lead - Regulatory

Date of Issue: 6 February 2020

TENDERING COMMITTEE
WEDNESDAY, 19 FEBRUARY 2020

AGENDA

1 APOLOGIES

2 DECLARATIONS OF INTEREST

Members are invited to declare if they have an interest in any of the items of business on this agenda and the reasons for such declarations.

3 MINUTES OF PREVIOUS MEETING 7 – 10

Submit, for approval as a correct record, the Minutes of Meeting of the Tendering Committee held on 22 January 2020.

4 OPEN FORUM

The Committee is asked to note that no open forum questions have been submitted by members of the public.

**5 CONTRACT AUTHORISATION REPORT – PUBLIC REALM 11 – 14
WORKS AT SYLVANIA WAY, CLYDEBANK**

Submit report by the Strategic Director – Transformation and Public Service Reform seeking approval to authorise the Strategic Lead – Regulatory to conclude the award of the contract for Public Realm Works at Sylvania Way, Clydebank, Phase 1.

**6 CONTRACT AUTHORISATION REPORT FOR THE PROVISION 15 – 32
OF LIGHT COMMERCIAL VEHICLES AND ASSOCIATED
SERVICES**

Submit report by the Strategic Director – Transformation and Public Service Reform seeking approval to authorise the Strategic Lead – Regulatory to conclude the award of the contracts for the Provision of Light Commercial Vehicles and Associated Services.

7/

7 CONTRACT AUTHORISATION REPORT – PUBLIC REALM 33 – 36
WORKS AT WATERFRONT GATEWAY, DUMBARTON

Submit report by the Strategic Director – Transformation and Public Service Reform seeking approval to authorise the Strategic Lead – Regulatory to conclude the award of the contract for Public Realm Works at Waterfront Gateway, Dumbarton.

8 CONTRACT AUTHORISATION REPORT – PROVISION OF A 37 – 41
REPLACEMENT BOILER AT CARLEITH PRIMARY SCHOOL

Submit report by the Strategic Director – Transformation and Public Service Reform seeking approval to authorise the Strategic Lead – Regulatory to conclude the award of the contract for the Provision of a Replacement Boiler at Carleith Primary School.

9 CONTRACT AUTHORISATION REPORT – PROVISION OF 43 – 46
OUTDOOR EVENT BAR AND CATERING SERVICES

Submit report by the Strategic Director – Transformation and Public Service Reform seeking approval to authorise the Strategic Lead – Regulatory to conclude the award of the contract for the Provision of Outdoor Event Bar and Catering Services.

10 CONTRACT AUTHORISATION REPORT – ANTONINE WALL 47 – 50
REPLICA ROMAN DISTANCE SLABS PROJECT

Submit report by the Strategic Director – Transformation and Public Service Reform seeking approval to authorise the Strategic Lead – Regulatory to conclude the award of the contract for Antonine Wall Replica Roman Distance Slabs.

11 CONTRACT AUTHORISATION REPORT – SUPPLY AND To Follow
DELIVERY OF LAMINATED WALL PANELS AND KITCHEN
WORKTOPS

Submit report by the Strategic Director – Transformation and Public Service Reform seeking approval to authorise the Strategic Lead – Regulatory to conclude the contract for the Supply and Delivery of Laminated Wall Panels and Kitchen Worktops.

12/

**12 CONTRACT AUTHORISATION REPORT – ACCOMMODATION To Follow
BASED SERVICES FOR PEOPLE WITH LEARNING
DISABILITIES IN THE COMMUNITY AND DAY SUPPORT,
MENTAL HEALTH AND DAY SUPPORT, PHYSICAL
DISABILITIES AND DAY SUPPORT**

Submit report by the Strategic Director – Transformation and Public Service Reform seeking approval to authorise the Strategic Lead – Regulatory to conclude direct award contracts for Accommodation Based Services for People with Learning Disabilities in the Community and Day Support, Mental Health and Day Support, Physical Disabilities and Day Support.

**13 CONTRACT AUTHORISATION REPORT – FRAMEWORK To Follow
AGREEMENT FOR THE DELIVERY OF EMPLOYABILITY
SKILLS SUPPORT**

Submit report by the Strategic Director – Transformation and Public Service Reform seeking approval to authorise the Strategic Lead – Regulatory to conclude the award of the Framework Agreement for the delivery of Employability Skills Support.

TENDERING COMMITTEE

At a Meeting of the Tendering Committee held in the Council Chamber, Clydebank Town Hall, Dumbarton Road, Clydebank on Wednesday, 22 January 2020 at 9.30 a.m.

Present: Provost William Hendrie and Councillors Gail Casey, Ian Dickson, Diane Docherty, Jim Finn, Marie McNair, Lawrence O'Neill and Brian Walker.

Attending: Angela Wilson, Strategic Director – Transformation and Public Service Reform; Annabel Travers, Procurement Manager; David Aitken and Joyce Campbell, Business Partners – Strategic Procurement; and Scott Kelly, Committee Officer.

Councillor Jim Finn in the Chair

DECLARATION OF INTEREST

It was noted that there were no declarations of interest in any of the items of business on the agenda.

MINUTES OF PREVIOUS MEETING

The Minutes of Meeting of the Tendering Committee held on 4 December 2019 were submitted and approved as a correct record.

OPEN FORUM

The Committee noted that no open forum questions had been submitted by members of the public.

CONTRACT AUTHORISATION REPORT – MAINTENANCE OF GRASS VERGES ON RURAL ROADS AND CUTTING OF HEDGES

A report was submitted by the Strategic Director – Transformation and Public Service Reform seeking approval to authorise the Strategic Lead – Regulatory to conclude the award of the contract for Maintenance of Grass Verges on Rural Roads and Cutting of Hedges.

Following discussion and having heard Mr Aitken, Business Partner – Strategic Procurement, in further explanation of the report and in answer to a Member's question, the Committee agreed:-

- (1) to authorise the Strategic Lead – Regulatory to conclude, on behalf the Council, the award of the contract for Maintenance of Grass Verges on Rural Roads and Cutting of Hedges to Complete Weed Control Limited; and
- (2) to note: (i) that the contract shall be for a period of two years with an option of two 12 month extension periods; (ii) that its value was £26,735 per annum, excluding VAT; and (iii) that its estimated commencement date was 10 February 2020.

CONTRACT AUTHORISATION REPORT – ACCOMMODATION BASED SERVICES FOR PEOPLE WITH LEARNING DIFFICULTIES

A report was submitted by the Strategic Director – Transformation and Public Service Reform seeking approval to authorise the Strategic Lead – Regulatory to conclude direct award contracts for Accommodation Based Services for People with Learning Difficulties.

Having heard Ms Campbell, Business Partner – Strategic Procurement, in further explanation of the report, the Committee agreed:-

- (1) to authorise the Strategic Lead – Regulatory, to conclude the 212 direct award contracts on behalf of West Dunbartonshire Health and Social Care Partnership, to the service providers detailed within the Appendix to these Minutes, for Accommodation Based Services for People with Learning Difficulties; and
- (2) to note: (i) that the estimated value would be £5,570,300.92, excluding VAT, for a period of 12 months; (ii) that the values may be subject to change as care needs change over the contract period; and (iii) that the commencement dates of the contracts would be no later than 10 February 2020.

CONTRACT AUTHORISATION REPORT – SUPPLY OF WASTE RECEPTACLES

A report was submitted by the Strategic Director – Transformation and Public Service Reform seeking approval to authorise the Strategic Lead – Regulatory to conclude the award of the contract for the Supply of Waste Receptacles.

Following discussion and having heard Mr Aitken, Business Partner – Strategic Procurement, in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to authorise the Strategic Lead – Regulatory to conclude, on behalf of the Council, the award of the contract for the Supply of Waste Receptacles to MGB Plastics Limited; and
- (2) to note: (i) that the contract shall be for a period of two years from 1 February 2020 with an option to extend for a further two 12 month periods until 31 January 2024; and (ii) that the overall estimated value of the contract over four years was £296,000, excluding VAT.

CONTRACT AUTHORISATION REPORT – ARGYLL PARK TENNIS COURTS

A report was submitted by the Strategic Director – Transformation and Public Service Reform seeking approval to conclude the award of the contract for the Construction of Argyll Park Tennis Courts.

Following discussion and having heard Mr Aitken, Business Partner – Strategic Procurement, in further explanation of the report, the Committee agreed:-

- (1) to authorise the Strategic Lead – Regulatory to conclude, on behalf of the Council, the award of the contract for the Argyll Park Tennis Courts to Doe Sport (North) Ltd; and
- (2) to note: (i) that the contract shall be for a period of twelve weeks and at a value of £191,624.03, excluding VAT; and (ii) that the estimated contract start date was 10 February 2020.

The meeting closed at 9.45 a.m.

		Values	
Provider	Type of Service	Annual Costs (£)	No. of Service Users
Cornerstone	Housing Support	£1,254,652.88	27
	Baxter View Housing Support	£739,596.52	8
	Day Support	£513,402.76	57
	Sleepover	£221,267.80	20
	Shared Lives Project	£91,884.00	3
	Waking Night	£44,204.16	3
	Wakened Nightshift	£44,175.04	1
	Personal Care	£35,497.80	3
	Shared Sleepover	£28,162.68	3
	Housing Support - Shared	£19,470.88	1
	Day Care	£11,043.76	2
Cornerstone Total		£3,003,358.28	128
Living Ambitions	Housing Support	£352,026.90	9
	Sleepover	£74,397.96	6
Living Ambitions Total		£426,424.86	15
Quarriers	Dunn St Respite Service	£439,506.08	1
	Housing Support	£401,029.20	15
	Fred Martin Project	£55,757.52	2
	Day Support	£7,072.00	3
Quarriers Total		£903,364.80	21
RNIB	Housing Support	£286,955.76	10
	Day Support	£132,980.30	19
	Springfield Service	£61,337.64	5
RNIB Total		£481,273.70	34
Share	Housing Support	£697,911.76	10
	Day Support	£57,967.52	4
Share Total		£755,879.28	14
Grand Total		£5,570,300.92	212

WEST DUNBARTONSHIRE COUNCIL**Report by Strategic Director – Transformation & Public Service Reform****Tendering Committee: 19 February 2020**

Subject: Contract Authorisation Report – Public Realm Works at Sylvania Way, Clydebank

1. Purpose

- 1.1** The purpose of this report is to seek the approval of the Tendering Committee to authorise the Strategic Lead - Regulatory to conclude the award of the contract for Public Realm Works at Sylvania Way, Clydebank, Phase 1.

2. Recommendations

- 2.1** It is recommended that the Tendering Committee:
- a) Authorise the Strategic Lead Regulatory to conclude on behalf of West Dunbartonshire Council (the Council), the award of the contract for Public Realm Works at Sylvania Way, Clydebank, Phase 1 to RJ McLeod (Contractors) Limited.
 - b) Note that the contract shall be for a period of seven months and at a value of £375,686.00 ex VAT. The contract start date will be 1 March 2020.

3. Background

- 3.1** The Scottish Government introduced a £50m fund for Town Centre's and the Council has been allocated a sum of £859,000. The fund will support *“place based economic investments which encourage Town Centre's to diversify and flourish, creating footfall through local improvements and partnerships”*. The Sylvania Way project was identified as one of the projects which would be funded by the Town Centre Fund (TCF). The TCF responds to longer term aspirations for the regeneration of the town centre.
- 3.2** The following main measures are included as part of an overall public realm improvement scheme: The results where:
- Alterations to the layout to create a more pedestrian friendly environment;
 - Installation of new quality pedestrian surfaces;
 - New street furniture and improvements street lighting; and
 - Introduction of new soft landscaping.
- 3.3** The budget of £250,000 through the use of the TCF for Public Realm Works at Sylvania Way, Clydebank, Phase 1, was approved at the IRED committee on 21 August 2019. This procurement exercise has been conducted in accordance with the Council's Standing Orders and Financial Regulations and

the *Public Contracts (Scotland) Regulations 2016* (below the EU threshold) for Works. A Contract Strategy document was also approved by the Business Partner - Strategic Procurement (Place) on 14 November 2019.

4. Main Issues

- 4.1** A contract notice was published on the Public Contracts Scotland advertising portal on 19 November 2019. A total of 17 contractors' expressed an interest, with five contractors' submitting a response by the deadline for the submissions on 19 December 2019.
- 4.2** Five tender submissions were evaluated by representatives from Regeneration, Economic Development, the Corporate Procurement Unit and Finance Services against pre-determined selection criteria forming part of the published tender documents which assessed competence, experience and capacity. Five tender submissions passed the selection criteria.
- 4.3** Five tender submissions were evaluated against a set of award criteria which was based on a Price / Quality ratio of 60 % / 40%. The scores relative to the award criteria of each tender, are as follows:

	Weighting	Hillhouse Quarry Group Ltd	Landscape and Contracts	Luddon Construction Ltd	MacLay Civil Engineering Ltd	RJ McLeod Construction Ltd
Quality of Service	16%	12%	8%	12%	16%	16%
Service (8%)						
Risk Register	3%	2.4%	1.6%	1.6%	2.4%	3%
Contract Delivery	2%	1.8%	1.2%	1.8%	1.8%	1.8%
Business Continuity	3%	1.8%	1.2%	1.8%	2.4%	2.4%
Business Trading	8%	8%	2%	6%	6%	8%
Team Structure	4%	3%	3%	3%	3%	3%
Social Benefits (4%)						
Sustainability	1.2%	0.9%	0.6%	0.9%	0.9%	0.9%
Social Benefits Deliverables	2.52%	1.9%	2.5%	1.9%	1.9%	1.9%
Social Benefits Method Statement	0.28%	0.2%	0.2%	0.2%	0.2%	0.2%
Quality Sub- Total %:	40%	32.%	20.3%	29.2%	34.6%	37.2%
Price		£392,766.40	£310,165.60	£381,494.10	£455,884	£375,686
Price Sub Total %	60%	47.3%	60%	48.7%	40.8%	49.5%
Total Score	100%	79.3%	80.3%	77.9%	75.4%	86.7%

- 4.4** It is recommended that the contract is awarded to RJ McLeod (Contractors) Limited, 2411 London Road, Glasgow, G32 8XT, who has provided the most economically advantageous tender. The contract shall be for a period of seven months at a value of £375,686.00 ex VAT. The value of the contract is above the value approved by the IRED Committee and the extra funding will be provided by the Local Economic Budget.
- 4.5** RJ McLeod (Contractors) Limited has committed to follow Fair Working Practices by being a National Living Wage accredited employer.
- 4.6** RJ McLeod (Contractors) Limited have committed to delivery of the following social benefits as a result of delivery of this contract:
- Sponsoring a charity that promotes physical or mental health or wellbeing to the value of £300 per annum;
 - Deliver quarterly workshops for 2 sessions per quarter, covering career skills, mock interviews etc., within school or community learning environment; and
 - Facilitate quarterly work experience opportunities covering a range of work based skills for a minimum of 1 person for a 35 hour week.

The social benefits will be discussed at the implementation meeting with RJ McLeod (Contractors) Limited and actions to take these forward will be agreed.

5. People Implications

- 5.1** There are no people implications.

6. Financial and Procurement Implications

- 6.1** Financial costs in respect of this contract will be met from the approved £250,000 from the TCF grant. The additional cost over the agreed TCF, of £125,686, will be delivered by the Local Economic Budget.
- 6.2** This procurement exercise was conducted in accordance with the agreed contract strategy produced by the Corporate Procurement Unit in close consultation with Economic Development officers and the provisions of Contract Standing Orders, the Financial Regulations and relevant procurement legislation.

7. Risk Analysis

- 7.1** Should the Tendering Committee decide not to proceed as recommended then this will delay the project, may have financial implications and may result in legal challenge.

8. Equalities Impact Assessment (EIA)

8.1 An equalities screening was undertaken for this reports to determine if there is an equalities impact. The results are that there is no equalities impact.

9. Consultation

9.1 A consultation has taken place with internal stakeholders, Counsellors and a Public Consultation at the site with the local community and local businesses. Proposals have been well received.

10. Strategic Assessment

10.1 The works undertaken will contribute to delivery of the Council strategic priorities by supporting the strong local economy and improved employment opportunities.

Name: Angela Wilson

Designation: Strategic Director - Transformation & Public Service Reform

Date: 19 February 2020

Person to Contact:	Christina Fraser - Senior Procurement Officer, Corporate Procurement Unit, Council Offices, 16 Church Street, Dumbarton. Telephone: 01389 737857. Email: Christina.fraser@west-dunbarton.gov.uk
Appendices:	Not Applicable
Background Papers:	The Contract Strategy EIA Screening
Wards Affected:	Ward 5 – Clydebank Central

WEST DUNBARTONSHIRE COUNCIL**Report by Strategic Director of Transformation and Public Service Reform****Tendering Committee: 19 February 2020**

Subject: Contract Authorisation Report for the Provision of Light Commercial Vehicles and Associated Services**1. Purpose**

- 1.1** The purpose of this report is to seek the approval of the Tendering Committee to authorise the Strategic Lead Regulatory, to conclude the award of the contracts for the Provision of Light Commercial Vehicles and Associated Services.

2. Recommendations

- 2.1** It is recommended that the Tendering Committee:

- a) Authorise the Strategic Lead Regulatory, to conclude on behalf of West Dunbartonshire Council (the Council), the award of 12 individual contracts for Light Commercial Vehicles and Associated Services as detailed at paragraph 4.4 of this report;
- b) Note that the contracts have a total value of £ 2,326,813; the costs for the Road Fund Licence (RFL) and First Registration Fee (FRF) are £35,190. The overall cost 'on the road' is £2,362,002. The contract start date will be 1 March 2020.
- c) Note that the warranty shall be for a period of five years.

3. Background

- 3.1** The overall Capital Budget for the Vehicle Fleet Replacement Programme for 2018 to 2020 is £5,984,000, per the approved capital plan agreed by Council at its meeting held on 27 March 2019. This budget is for all vehicles including Heavy Goods Vehicles, Buses and Light Commercial Vehicles, of which the budget for Light Commercial Vehicles is £2,000,000.
- 3.2** The Capital Investment Programme for vehicle fleet replacement continues to provide new vehicles to replace end of operational life vehicles on a seven year (heavy goods vehicles) and a ten year cycle (light commercial vehicles and cars). This ensures that the vehicle fleet technology and efficiency is up to date, less expensive to operate and safer.

- 3.3** This procurement exercise has been conducted in accordance with the Council's Standing Orders and Financial Regulations and the *Public Contracts (Scotland) Regulations 2015* (below the EU threshold) for Goods. A Contract Strategy document was also approved by the Procurement Manager on 7 November 2019.

4. Main Issues

- 4.1** The Council has used the Procurement Partnership Limited (TPPL) framework agreements (FA) to source vehicles in the past and the Contract Strategy identified that this is the best route to market for Light Commercial Vehicles. A mini-competition notice was published via TPPL FA, advertising portal on 2 December 2019 with a submission date of 12 noon on 23 December 2019:

Lot 1 Passenger Cars

- 4x4 Double Cab (x4) Roads and Vehicle Workshops where 4x4 capability is required for winter resilience and vehicle recovery - 18 bidders were invited to submit a response by the deadline and one submission was received;
- 4x4 car (x1) HSCP Home Care – where 4x4 capability is required for winter resilience -18 bidders were invited to submit a response by the deadline and three submissions were received; and
- Large saloon 5 seater car (x1) HSCP Children and Families, service delivery operational requirement - 18 bidders were invited to submit a response by the deadline and five submissions and were received.

Lot 2 Light and Medium Commercial Vehicles up to 7.5 Tonne

- Arborist (x1) – Specially adapted vehicle for tree surgery and general tree works - 20 bidders were invited to submit a response by the deadline and four submissions were received;
- Crew Cab Tippers (x21) General service delivery within Greenspace and Building Services - 20 bidders were invited to submit a response by the deadline and seven submissions were received;
- Crew Cab Tippers & Tail Lift (x10) General service delivery within Greenspace and Building Services - 20 bidders were invited to submit a response by the deadline and seven submissions were received;
- Crew Cab Tippers & Jib Crane (x2) General service delivery within Roads and Transportation - 20 bidders were invited to submit a response by the deadline and seven submissions were received;
- Small Vans L1 (x9) General service delivery within Greenspace and Building Services - 20 bidders were invited to submit a response by the deadline and nine submissions were received;

- Dog Warden Van (x1) - 20 bidders were invited to submit a response by the deadline and eight submissions were received;
- Pest Control Van (x1) - 20 bidders were invited to submit a response by the deadline and eight submissions were received;
- Panel Vans L2-H2 (x50) General service delivery within Greenspace and Building Services - 20 bidders were invited to submit a response by the deadline and nine submissions were received; and
- Panel Vans L3-H3 (x10) General service delivery within Greenspace and Building Services - 20 bidders were invited to submit a response by the deadline and eight submissions were received.

4.2 All tender submissions were evaluated by representatives from Fleet and Waste Services and Corporate Procurement Unit, against a pre-determined selection criteria forming part of the published tender documents which assessed competence, experience and capacity. All tender submissions passed the selection criteria.

4.3 All tender submissions were received and evaluated against a set of award criteria which was based on a Price / Quality ratio of 40% / 60%. The scores relative to the award criteria of each tenderer for Lot 1 are as per Appendix 1 and Lot 2 are as per Appendix 2.

4.4 It is recommended that the contracts are awarded to:

Lot 1 Passenger Cars

- Lot 1 4X4 Double Cab (x 4) – Toyota GB PLC, Great Burgh, Burgh Heath, Epsom, Surrey, KT18 5UX; at a value of £83,957.20 (ex VAT). The vehicles warranty period of 5 years.
- Lot 1 4x4 Car (x1) - Parks Motor Group, 14 Bothwell Road, Hamilton, ML3 OAY; at a value of £15,442.82 (ex VAT). The vehicles warranty period of 5 years.
- Lot 1 large Saloon Car (x1) - Ford Retail Limited, Dagenham Motors (CVO), Ford House, Ripple Road, Barking, Essex, IG11 9PG; at a value of £17, 777.80 (ex VAT). The vehicle warranty period of 5 years.

Lot 2 Light and Medium Commercial Vehicles up to 7.5 Tonne

- Arborist (x1) - Ford Retail Limited, Dagenham Motors (CVO), Ford House, Ripple Road, Barking, Essex, IG11 9PG; at a value of £39,601.25 (ex VAT). The vehicle warranty period of 5 years.
- Crew Cab Tippers (x21) - Parks Motor Group, 14 Bothwell Road, Hamilton, ML3 OAY; at a value of £608,532.75 (ex VAT). The vehicles warranty period of 5 years.

- Crew Cab Tippers & Tail Lift (x10) - Vauxhall Motors Limited, Chalton House, Luton Road, Chalton, Luton, Bedfordshire, LU4 9TT; at a value of £312,801.90 (ex VAT). The vehicles warranty period of 5 years.
- Crew Cab Tippers & Jib Crane (x2) - Vauxhall Motors Limited, Chalton House, Luton Road, Chalton, Luton, Bedfordshire, LU4 9TT; at a value of £65,950.38 (ex VAT). The vehicles warranty period of 5 years.
- Small Vans L1 (x9) - Parks Motor Group, 14 Bothwell Road, Hamilton, ML3 OAY; at a value of £102,755 (ex VAT). The vehicles warranty period of 5 years.
- Dog Warden Van (x1) - Parks Motor Group, 14 Bothwell Road, Hamilton, ML3 OAY; at a value of £16,435.00 (ex VAT). The vehicle warranty period of 5 years.
- Pest Control Van (x1) - Parks Motor Group, 14 Bothwell Road, Hamilton, ML3 OAY; at a value of £20,310.00(ex VAT). The vehicle warranty period of 5 years.
- Panel Vans L2-H2 (x50) - Parks Motor Group, 14 Bothwell Road, Hamilton, ML3 OAY; at a value of £872,865.00 (ex VAT). The vehicles warranty period of 5 years.
- Panel Vans L3-H3 (x10) - Parks Motor Group, 14 Bothwell Road, Hamilton, ML3 OAY; at a value of £170,383.50 (ex VAT). The vehicles warranty period of 5 years.

4.7 The UK National Living Wage is paid by all suppliers.

4.8 The following suppliers have committed to delivery of the following social benefits as a result of delivery of these contracts:

Toyota GB PLC:

- Recruitment of staff who are currently unemployed*; and
- Work experience for one week (35 hours).

Parks Motor Company :

- Recruitment of staff who are currently unemployed*; and
- Work experience for one week (35 hours).

Vauxhall Motors Limited:

- Recruitment of staff who are currently unemployed*; and

- Work experience for one week (35 hours).

Ford UK Limited:

- Recruitment of staff who are currently unemployed*; and
- Work experience for one week (35 hours).

Parks Motor Group:

- Recruitment of staff who are currently unemployed*; and
- Work experience for one week (35 hours).

* Dependent on value of the contract.

The social benefits noted above will be discussed at the implementation meeting with all suppliers and actions to take these forward will be agreed.

Additional benefits will be;

Vehicle MPG

- The existing fleet vehicles being replaced in this procurement exercise, have an average fuel consumption 25 – 30 MPG. Due to advances in engine technology and vehicle design the vehicles being procured will have an average consumption of 35 - 40 MPG; therefore vehicle fuel usage will be reduced overall, any cost saving will depend on future price of fuel compared to current price of fuel.

Vehicle Emissions

- The vehicles being procured will be fitted with the latest Euro 6 engines. Euro 6 is the name given to a set of European Union limits on harmful exhaust emissions which emit lower levels of emissions which are harmful to human health and will contribute to improved local air quality. Since September 2015, manufacturers have been obliged to ensure that new vehicle emissions do not exceed those limits. This will therefore reduce carbon and other emissions compared to the vehicles that are being replaced

5. People Implications

5.1 There are no people implications.

6. Financial and Procurement Implications

6.1 The Financial costs in respect of these contracts will be met from the approved portion of Capital budget for the Fleet Asset Management Plan of £2,000,000, with the cost of £35,190 for Road Fund Licence and First Registration Fee being recharged across the relevant services. Following this tendering exercise the cost of the vehicles is now established at £2,362,002; and will result in an overspend against this particular vehicle class of £362,002 but within the overall budget allocation for vehicle fleet replacement in the period 2018 - 2020.

6.2 The Corporate Procurement Unit was able to secure additional contractual benefit through Post Tender Negotiations across all Lots by agreeing a 5 year warranty for those vehicles, for which the estimated valued of these warranties is £62,000.

6.3 This procurement exercise was conducted in accordance with the agreed Contract Strategy produced by the Corporate Procurement Unit in consultation with Fleet and Waste Services and the provisions of Contract Standing Orders, the Financial Regulations and relevant procurement legislation.

7. Risk Analysis

7.1 The successful suppliers have no known links to Serious and Organised Crime which would have significant political and reputational risk for the Council.

7.2 Should the Tendering Committee decide not to proceed as recommended this will delay the project, may have financial implications and may result in a delay for the delivery of the fleet replacements.

8. Equalities Impact Assessment (EIA)

8.1 An equalities screening was undertaken to determine if there is an equalities impact. The results were that there is no equalities impact.

9. Consultation

9.1 Fleet and Waste Services, Finance Services and Legal Services have been consulted regarding the contents of this report.

10. Strategic Assessment

10.1 The service provided will contribute to delivery of the Council strategic priorities by supporting the provision of efficient and effective front line services that improve the everyday lives of residents.

Name: Angela Wilson

Designation: Strategic Director - Transformation & Public Sector Reform

Date: 19 February 2020

Person to Contact:

Christina Fraser - Senior Procurement Officer, Corporate Procurement Unit, Council Offices, 16 Church Street, Dumbarton. Telephone: 01389 737857.
Email: Christina.fraser@west-dunbarton.gov.uk

Rodney Thornton – Fleet and Waste Services Manager
1 Richmond Street, Clydebank,

Telephone: 01389 738731
Email: rodney.thornton@west-dunbarton.gov.uk

John Blake – Fleet Coordinator, 1 Richmond Street,
Clydebank,
Telephone: 01389 738730
Email: john.blake@west-dunbarton.gov.uk

Appendix: Appendix 1 and 2

Background Papers: Report to IRED Committee 15 March 2017
Contract Strategy
EIA Screening

Wards Affected: All

Appendix 1

	Weighting	Toyota GB PLC
Lot 1 - Quality (40.0%) - 4x4 Double Cab		
Service Delivery / Methodology	20%	10%
Mileage Parameters & Warranty	10%	10%
After Sales Care	5%	2.5%
Social Benefits	5%	3.8%
Total Quality	40%	26.3%
Unit Price Sub Total £	-	£20,989.30
Price Sub Total %	60%	60%
Total Score	100%	86.3%

	Weighting	Ford Retail Ltd	Parks Motor Group (Renault UK Ltd)	Mazda Motors UK Ltd
Lot 1 - Quality (40.0%) - 4x4 Car				
Service Delivery / Methodology	20%	15%	10%	15%
Mileage Parameters & Warranty	10%	10%	7.5%	10%
After Sales Care	5%	3.8%	2.5%	0%
Social Benefits	5%	0%	3.8%	0%
Total Quality	40%	28.8%	23.8%	25%
Unit Price Sub Total £	-	£23,638.56	£15,442.82	£23,883.80
Price Sub Total %	60%	38.2%	60%	37.8%
Total Score	100%	67%	83.8%	62.8%

	Weighting	Ford Retail Ltd	Mazda Motors UK Ltd	Parks Motor Group (Peugeot Motor Company Ltd)	Toyota GB PLC	Vauxhall Motors Ltd
Lot 1 - Quality (40.0%) - Large Saloon Car						
Service Delivery / Methodology	20%	15%	15%	15%	10%	15%
Mileage Parameters & Warranty	10%	10%	10%	7.5%	10%	7.5%
After Sales Care	5%	3.8%	0%	2.5%	2.5%	3.8%
Social Benefits	5%	3.8%	0%	3.8%	3.8%	3.8%
Total Quality	40%	32.5%	25%	28.8%	26.3%	30.0%
Unit Price Sub Total £	-	£17,777.83	£19,648.00	£17,589.20	£20,176.00	£17,613.74
Price Sub Total %	60%	59.4%	53.7%	60%	52.3%	59.9%
Total Score	100%	91.9%	78.7%	88.8%	78.6%	89.9%

Appendix 2

	Weighting	CFS Glasgow Ltd	Ford Retail Ltd	Parks Motor Group (Renault UK Ltd)	Volkswagen Group
Lot 2 - Quality (40.0%) - Arborist					
Service Delivery / Methodology	20%	15%	15%	10%	10%
Mileage Parameters & Warranty	10%	7.5%	10%	7.5%	7.5%
After Sales Care	5%	2.5%	3.8%	2.5%	0.0%
Social Benefits	5%	1.25%	4%	3.8%	0.0%
Total Quality	40%	26.3%	32.5%	23.8%	17.5%
Unit Price Sub Total £	-	£39,601.25	£37,532.06	£46,243.80	£36,413.00
Price Sub Total %	60%	55.2%	58.2%	47.2%	60%
Total Score	100%	81%	91%	71%	78%

	Weighting	CFS Glasgow Ltd	Citroen UK Ltd	Ford Retail Ltd	Parks Motor Group (Peugeot Motor Company Ltd)	Parks Motor Group (Renault UK Ltd)	Vauxhall Motors Ltd	Volkswagen Group
Lot 2 - Quality (40.0%) - Crew Cab Tippers								
Service Delivery / Methodology	20%	15%	10%	15%	15%	10%	15%	10%
Mileage Parameters & Warranty	10%	7.5%	7.5%	10%	7.5%	7.5%	7.5%	7.5%
After Sales Care	5%	2.5%	2.5%	3.8%	2.5%	2.5%	3.75%	0.0%
Social Benefits	5%	1.3%	3.8%	3.8%	3.8%	3.8%	3.8%	0.0%
Total Quality	40%	26.3%	23.8%	32.5%	28.8%	23.8%	30%	17.5%
Unit Price Sub Total £	-	£36,090.93	£29,613.13	£33,510.74	£28,977.75	£32,495.80	£31,480.19	£34,575
Price Sub Total %	60%	48.2%	58.7%	51.9%	60%	53.5%	55.2%	50.3%
Total Score	100%	74.5%	82.5%	84.4%	88.8%	77.3%	85.2%	67.8%

	Weighting	CFS Glasgow Ltd	Citroen UK Ltd	Ford Retail Ltd	Parks Motor Group (Peugeot Motor Company Ltd)	Parks Motor Group (Renault UK Ltd)	Vauxhall Motors Ltd	Volkswagen Group
Lot 2 - Quality (40.0%) - Crew Cab Tippers including Tail Lifts								
Service Delivery / Methodology	20%	15%	10%	15%	15%	10%	15%	10%
Mileage Parameters & Warranty	10%	7.5%	7.5%	10%	7%	7.5%	7.5%	7.5%
After Sales Care	5%	2.5%	2.5%	3.8%	2.5%	2.5%	3.75%	0.0%
Social Benefits	5%	1.25%	3.8%	4%	3.8%	3.8%	3.8%	0.0%
Total Quality	40%	26.3%	23.8%	32.6%	28.8%	23.8%	30.0%	17.5%
Unit Price Sub Total £	-	£36,090.93	£32,923.13	£37,360.30	£32,612.75	£36,120.80	£31,280.19	£38,572
Price Sub Total %	60%	52%	57%	50.2%	57.5%	52%	60%	48.7%
Total Score	100%	78.3%	80.8%	82.8%	86.3%	75.8%	90%	66.2%

	Weighting	CFS Glasgow Ltd	Citroen UK Ltd	Ford Retail Ltd	Parks Motor Group (Peugeot Motor Company Ltd)	Parks Motor Group (Renault UK Ltd)	Vauxhall Motors Ltd	Volkswagen Group
Lot 2 - Quality (40.0%) - Crew Cab Tippers including Jib Crane								
Service Delivery / Methodology	20%	15%	10%	15%	15%	10%	15%	10%
Mileage Parameters & Warranty	10%	7.5%	7.5%	10%	7.5%	7.5%	7.5%	7.5%
After Sales Care	5%	2.5%	2.5%	3.8%	2.5%	2.5%	3.8%	0.0%
Social Benefits	5%	1.3%	3.8%	0%	3.8%	3.8%	3.8%	0.0%
Total Quality	40%	26.3%	23.8%	28.8%	28.8%	23.8%	30%	17.5%
Unit Price Sub Total £	-	£35,749.93	£33,088.13	£37,330.30	£32,462.75	£35,970.8	£32,975.19	£39,064
Price Sub Total %	60%	54.5%	58.9%	52.2%	60%	54.1%	59.1%	49.9%
Total Score	100%	80.8%	82.7%	81%	88.8%	77.9%	89.1%	67.4%

	Weighting	Citroen UK Ltd	Ford Retail Ltd	Marshall Motor Group Ltd	Motus Group UK Ltd	Parks Motor Group (Peugeot Motor Company Ltd	Parks Motor Group (Renault UK Ltd)	Vauxhall Motors Ltd	Volkswagen Group
Lot 2 - Quality (40.0%) - Small Vans L1									
Service Delivery / Methodology	20%	10%	15%	15%	15%	15%	10%	15%	10%
Mileage Parameters & Warranty	10%	7.5%	10%	0%	5%	7.5%	7.5%	7.5%	7.5%
After Sales Care	5%	2.5%	3.8%	0%	0%	2.5%	2.5%	3.75%	0.0%
Social Benefits	5%	3.8%	0%	0%	0%	3.8%	3.8%	3.8%	0.0%
Total Quality	40%	23.8%	28.8%	15%	20%	28.8%	23.8%	30%	17.5%
Unit Price Sub Total £	-	£13,270	£13,782.90	£11,864.56	£13,529.42	£11,465	£12,547.55	£12,699.55	£16,221
Price Sub Total %	60%	51.8%	49.9%	58%	50.8%	60%	54.8%	52.2%	42.5%
Total Score	100%	75.6%	78.7%	73%	70.8%	88.8%	78.6%	82.2%	60%

	Weighting	Citroen UK Ltd	Ford Retail Ltd	Marshall Motor Group Ltd	Motus Group UK Ltd	Parks Motor Group (Peugeot Motor Company Ltd)	Parks Motor Group (Renault UK Ltd)	Vauxhall Motors Ltd	Volkswagen Group
Lot 2 - Quality (40.0%) - Dog Warden Van									
Service Delivery / Methodology	20%	10%	15%	15%	15%	15%	10%	15%	10%
Mileage Parameters & Warranty	10%	7.5%	10%	0%	5%	7.5%	7.5%	7.5%	7.5%
After Sales Care	5%	2.5%	3.8%	0%	0%	2.5%	2.5%	3.8%	0.0%
Social Benefits	5%	3.8%	0%	0%	0%	3.8%	3.8%	3.8%	0.0%
Total Quality	40%	23.8%	28.8%	15%	20%	28.8%	23.8%	30%	17.5%
Unit Price Sub Total £	-	£16,437.63	£25,271	£29,116.82	£23,648.07	£16,435	£19,412	£21,506.59	£26,302
Price Sub Total %	60%	59.9%	39%	33.9%	41.7%	60%	50.8%	45.9%	37.5%
Total Score	100%	83.7%	67.8%	48.9%	61.7%	88.8%	74.6%	75.9%	55%

	Weighting	Citroen UK Ltd	Ford Retail Ltd	Marshall Motor Group Ltd	Motus Group UK Ltd	Parks Motor Group (Peugeot Motor Company Ltd)	Parks Motor Group (Renault UK Ltd)	Vauxhall Motors Ltd	Volkswagen Group
Lot 2 - Quality (40.0%) - Pest Control Van									
Service Delivery / Methodology	20%	10%	15%	15%	15%	15%	10%	15%	10%
Mileage Parameters & Warranty	10%	7.5%	10%	0%	5%	8%	7.5%	7.5%	7.5%
After Sales Care	5%	2.5%	3.8%	0%	0%	2.5%	2.5%	3.8%	0.0%
Social Benefits	5%	3.8%	0%	0%	0%	3.8%	3.8%	3.8%	0.0%
Total Quality	40%	23.8%	28.8%	15%	20%	28.8%	23.8%	30%	17.5%
Unit Price Sub Total £	-	£20,785.63	£27,357.3	£27,816.8	£24,453.1	£20,310.0	£20,312.5	£23,128.6	£27,212.0
Price Sub Total %	60%	58.6%	44.5%	43.8%	49.8%	60%	60%	52.7%	44.8%
Total Score	100%	82.4%	73.3%	59%	69.8%	88.8%	83.8%	82.7%	62.3%

	Weighting	CFS Glasgow Ltd	Citroen UK Ltd	Ford Retail Ltd	Marshall Motor Group	Motus Group UK Ltd	Parks Motor Group (Peugeot Motor Company Ltd)	Parks Motor Group (Renault UK Ltd)	Vauxhall Motors Ltd	Volkswagen Group
Lot 2 - Quality (40.0%) - Panel Vans L2-H2										
Service Delivery / Methodology	20%	15%	10%	15%	15%	15%	15%	10%	15%	10%
Mileage Parameters & Warranty	10%	7.5%	7.5%	10%	0%	5%	8%	7.5%	7.5%	7.5%
After Sales Care	5%	2.5%	2.5%	3.8%	0%	0%	2.5%	2.5%	3.8%	0.0%
Social Benefits	5%	1.3%	3.8%	0%	0%	0%	3.8%	3.8%	3.8%	0.0%
Total Quality	40%	26.3%	23.8%	28.8%	15.0%	20%	28.8%	23.8%	30%	17.5%
Unit Price Sub Total £	-	£24,579.33	£18,716.33	£22,219.07	£22,976	£19,174.2	£17,115	£19,001.2	£20,312.55	£22,378
Price Sub Total %	60%	41.8%	54.9%	46.2%	44.7%	50.8%	60%	54%	50.6%	45.9%
Total Score	100%	68%	78.6%	75.0%	59.7%	70.8%	88.8%	77.8%	80.6%	63.4%

	Weighting	CFS Glasgow Ltd	Citroen UK Ltd	Ford Retail Ltd	Motus Group UK Ltd	Parks Motor Group (Peugeot Motor Company Ltd)	Parks Motor Group (Renault UK Ltd	Vauxhall Motors Ltd	Volkswagen Group
Lot 2 - Quality (40.0%) - Panel Vans L3-H3									
Service Delivery / Methodology	20%	15%	10%	15%	15%	15%	10%	15%	10%
Mileage Parameters & Warranty	10%	7.5%	7.5%	10%	5%	8%	7.5%	7.5%	7.5%
After Sales Care	5%	2.5%	2.5%	3.8%	0%	2.5%	2.5%	3.8%	0.0%
Social Benefits	5%	1.3%	3.8%	0%	0%	3.8%	3.8%	3.8%	0.0%
Total Quality	40%	26.3%	23.8%	28.8%	20.0%	28.8%	23.8%	30.0%	17.5%
Unit Price Sub Total £	-	£25,841.3	£19,252.33	£23,359.4	£20,551.2	£17,438.4	£20,040.2	£21,567.6	£26,150.0
Price Sub Total %	60%	40.5%	54.3%	44.8%	50.8%	60%	52.2%	48.5%	40%
Total Score	100%	66.8%	78.1%	73.6%	70.8%	88.8%	76.0%	78.5%	57.5%

WEST DUNBARTONSHIRE COUNCIL**Report by Strategic Director – Transformation & Public Service Reform****Tendering Committee: 19 February 2020**

Subject: Contract Authorisation Report – Public Realm Works at Waterfront Gateway, Dumbarton**1. Purpose**

- 1.1** The purpose of this report is to seek the approval of the Tendering Committee to authorise the Strategic Lead - Regulatory to conclude the award of the contract for Public Realm Works at Waterfront Gateway, Dumbarton.

2. Recommendations

- 2.1** It is recommended that the Tendering Committee:
- a) Authorise the Strategic Lead Regulatory to conclude on behalf of West Dunbartonshire Council (the Council), the award of the contract for Public Realm Works at Waterfront Gateway, Dumbarton to P1 Solutions Limited, 7 Links Garden Lane, Edinburgh, EH6 7JQ.
 - b) Note that the contract shall be for a period of seven months and at a value of £394,470 ex VAT. The contract start date will be 1 March 2020.

3. Background

- 3.1** The Scottish Government introduced a £50m fund for Town Centre's and the Council has been allocated a sum of £859,000. The fund will support *“place based economic investments which encourage Town Centre's to diversify and flourish, creating footfall through local improvements and partnerships”*. The Waterfront Gateway project was identified as one of the projects which would be funded by the Town Centre Fund (TCF). The TCF responds to longer term aspirations for the regeneration of the town centre.
- 3.2** The following main measures are included as part of an overall public realm improvement scheme. The results where:
- Alterations to the road layout to provide a connection with the Waterfront Path;
 - Creation of wider sections of pavement in key locations;
 - Installation of new road and pedestrian surfaces (Quality materials including granite setts and Caithness stone to tie in with the existing surfaces);
 - Installation of new railings;
 - New street furniture and improvements to landscaping and street lighting; and

- Replacement of the existing industrial fence of the Scottish Water compound.

3.3 The budget of £350,000 through the use of the TCF for Public Realm Works at Waterfront Gateway, Dumbarton was approved at the IRED committee on 21 August 2019. This procurement exercise has been conducted in accordance with the Council's Standing Orders and Financial Regulations and the *Public Contracts (Scotland) Regulations 2016* (below the EU threshold) for Works. A Contract Strategy document was also approved by the Business Partner - Strategic Procurement (Place) on 16 November 2019.

4. Main Issues

4.1 A contract notice was published on the Public Contracts Scotland advertising portal on 4 December 2019. A total of 20 contractors' expressed an interest, with four contractors' submitting a response by the deadline for the submissions on 13 January 2020.

4.2 Four tender submissions were evaluated by representatives from Regeneration, Economic Development, the Corporate Procurement Unit and Finance Services against pre-determined selection criteria forming part of the published tender documents which assessed competence, experience and capacity. Four tender submissions passed the selection criteria.

4.3 Four tender submissions were evaluated against a set of award criteria which was based on a Price / Quality ratio of 60 % / 40%. The scores relative to the award criteria of each tender, are as follows:

	Weighting	Hillhouse Quarry Group Ltd	JH Civil Engineering Ltd	P1 Solutions Ltd	RJ McLeod Construction Ltd
Quality of Service	20%	10%	10%	15%	20%
Service (12%)					
Risk Register	4%	2%	1%	4%	2%
Contract Delivery	4%	2%	1%	4%	4%
Business Continuity	4%	2%	1%	4%	4%
Team Structure	4%	2%	2%	3%	3%
Social Benefits (4%)					
Sustainability	1%	0.8%	0.5%	0.8%	0.8%
Social Benefits Deliverables	2%	1%	1%	2%	1%

Social Benefits Method Statement	1%	0.8%	0.8%	0.8%	1%
Quality Sub-Total %:	40%	20.6%	17.3%	33.6%	35.8%
Price		£393,875.30	£343,141	£394,469.55	£424,740
Price Sub Total %	60%	52.3%	60%	52.2%	48.5%
Total Score	100%	72.9%	77.3%	85.8%	84.3%

4.4 It is recommended that the contract is awarded to P1 Solutions Limited, who has provided the most economically advantageous tender. The contract shall be for a period of seven months at a value of £394,470 ex VAT. The value of the contract is above the value approved by the IRED Committee and the extra funding will be provided by the Regeneration/Local Economic Development capital budget.

4.5 P1 Solutions Limited is a National Living Wage (UK) accredited employer.

4.6 P1 Solutions Limited have committed to delivery of the following social benefits as a result of delivery of this contract:

- P1 will offer a permanent full-time position for 1 Skilled Ground worker or Hard Landscaping Operative;
- P1 will also offer 500 shrubs or 10 trees free of charge for additional planting either around Dumbarton or in another area in West Dunbartonshire; and
- P1 will also offer 1 apprentice position for Civil Engineering or Landscaping. The apprentice will be expected to attend college part time and on completion of key criteria, be offered permanent employment once the training is complete.

The social benefits will be discussed at the implementation meeting with P1 Solutions Limited and actions to take these forward will be agreed.

5. People Implications

5.1 There are no people implications.

6. Financial and Procurement Implications

6.1 Financial costs in respect of this contract will be met from the approved £350,000 from the TCF grant. The additional cost over the agreed TCF, of £44,470 will be delivered by the Regeneration/Local Economic Development capital budget.

6.2 This procurement exercise was conducted in accordance with the agreed contract strategy produced by the Corporate Procurement Unit in close

consultation with Economic Development officers and the provisions of Contract Standing Orders, the Financial Regulations and relevant procurement legislation.

7. Risk Analysis

- 7.1** Should the Tendering Committee decide not to proceed as recommended then this will delay the project, may have financial implications and may result in legal challenge.

8. Equalities Impact Assessment (EIA)

- 8.1** An equalities screening was undertaken for this reports to determine if there is an equalities impact. The results are that there is no equalities impact.

9. Consultation

- 9.1** A consultation has taken place with internal stakeholders, Counsellors and a Public Consultation at the site with the local community and local businesses. Proposals have been well received.

10. Strategic Assessment

- 10.1** The works undertaken will contribute to delivery of the Council strategic priorities by supporting the strong local economy and improved employment opportunities.

Name: Angela Wilson

Designation: Strategic Director - Transformation & Public Service Reform

Date: 19 February 2020

Person to Contact:	Christina Fraser - Senior Procurement Officer, Corporate Procurement Unit, Council Offices, 16 Church Street, Dumbarton. Telephone: 01389 737857. Email: Christina.fraser@west-dunbarton.gov.uk
Appendices:	Not Applicable
Background Papers:	The Contract Strategy EIA Screening
Wards Affected:	Ward 3, Dumbarton

WEST DUNBARTONSHIRE COUNCIL

Report by Strategic Director – Transformation & Public Service Reform

Tendering Committee: 19 February 2020

Subject: Contract Authorisation Report – Provision of a Replacement Boiler at Carleith Primary School

1. Purpose

- 1.1** The purpose of this report is to seek the approval of the Tendering Committee to authorise the Strategic Lead - Regulatory to conclude the award of the contract for the Provision of a Replacement Boiler at Carleith Primary School.

2. Recommendations

- 2.1** It is recommended that the Tendering Committee:

- a)** Authorise the Strategic Lead Regulatory to conclude on behalf of West Dunbartonshire Council (the Council), the award of the contract for the Provision of a Replacement Boiler at Carleith Primary School to Truedeal Building Services Limited.
- b)** Note that the contract shall be for a period of one month and at a value of £111,705 ex VAT. The estimated commencement date of this contract is 1 April 2020.

3. Background

- 3.1** The Council has a number of sites which still use oil as the primary source of heating. Many of the highest users are primary schools, located close to the mains natural gas network, which could be candidates for conversion to natural gas heating. Carleith Primary School was identified as one of the candidate sites.
- 3.2** The Works comprise replacing existing plant to condensing gas boilers for heating and an independent gas fired water for hot water production. The Works to convert from oil to gas will take place only during the school spring break, whilst the School is closed.
- 3.3** This procurement exercise has been conducted in accordance with the Council's Standing Orders and Financial Regulations and the Public Contracts (Scotland) Regulations 2016 for Works. A Contract Strategy document was also approved by the Business Partner - Strategic Procurement (Place) on 22 July 2019.

4. Main Issues

- 4.1** A contract notice was published on the Public Contracts Scotland advertising portal on 6 November 2019. Nine providers expressed an interest, with four providers submitting a response by the deadline for the submissions on 22 November 2019.
- 4.2** The four tender submissions were evaluated by representatives from Energy & Compliance, Consultancy Services, Corporate Procurement Unit, Health & Safety Services and Finance Services against pre-determined selection criteria forming part of the published tender documents which assessed competence, experience and capacity. All four tender submissions passed the selection criteria.
- 4.3** Four tender submissions were evaluated against a set of award criteria which was based on a Price / Quality ratio of 70% / 30%. The scores relative to the award criteria of each tenderer, are as follows:

	Weighting	ECG Building Maintenance Ltd (T/A) ECG Facilities Services	JLA Limited	Skanska Rashleigh Weatherfoil Limited (T/A) Skanska Facilities Services	Truedeal Building Services Limited
Quality (30%)					
Service Delivery & Methodology	(6%)	4.5%	3%	4.5%	4.5%
Project Plan & Milestones	(6%)	4.5%	3%	6%	4.5%
Quality Management	(6%)	4.5%	4.5%	3%	4.5%
Key Risks	(6%)	4.5%	1.5%	3%	1.5%
Social Benefits	(4.5%)	2.3%	4.5%	2.3%	4.5%
eProcurement	(1.5%)	1.5%	0.8%	1.1%	0.4%
Quality Sub-Total %:	(30%)	21.8%	17.3%	19.9%	19.9%
Price (70%)					
Price	-	£115,892	£139,676	£134,571.72	£111,705
Price Sub Total %	(70%)	67.5%	58.1%	56%	70%
Total Score	100%	89.3%	75.4%	75.9%	89.9%

- 4.4** It is recommended that the contract is awarded to Truedeal Building Services Limited, of Glasgow, who has provided the most economically advantageous tender. The contract shall be for a period of one month at a value of £111,705 ex VAT. The value of the contract is below the value approved as part of the Capital Plan by West Dunbartonshire Council.
- 4.5** Truedeal Building Services Limited exceeds the Scottish Living Wage across all staff contracts.
- 4.6** Truedeal Building Services Limited have committed to delivery of the following social benefits as a result of delivery of this contract:
- Use of West Dunbartonshire based organisations for sub-contracting opportunities
 - Offer a new registered apprenticeship to a resident of the West Dunbartonshire geographical area
 - A minimum of £300 donation of goods to local food-share scheme
 - A minimum of £300 donation of money to the Community Fund to provide support for victims of domestic abuse
 - A minimum of £300 sponsoring a charity that promotes physical or mental health or wellbeing
 - Donation of labour to support a local community project.
 - Supporting environmental regeneration, such as re-development of old quarry or brown belt areas
 - Supporting environmental educational projects in schools such as tree or woodland planting or educational packs
 - Supporting the reduction of non-recyclable materials throughout the West Dunbartonshire area.

The social benefits will be discussed at contract award with Truedeal Building Services Limited and actions to take these forward will be agreed.

5. People Implications

- 5.1** There are no people implications.

6. Financial and Procurement Implications

- 6.1** Financial costs in respect of this Contract will be met from the approved Council Capital Regeneration Fund. The budget held for this requirement is £149,000. The contract value of £111,705 includes pricing for anticipated aspects which are likely to be required. However there is scope to reduce the contract value where aspects are later identified as not required. Confirmation between the Council and the provider will take place to agree the final aspects required.

6.2 The financial saving in respect of this contract, estimated to be at least £37,000; will be retained as an approved Capital budget and will contribute towards upcoming planned replacement boiler works. The saving may increase should the contract value decrease after confirmation of the final aspects required. Annual savings of estimated £10,000 per year will be achieved as the change will result in a payback period of approximately 11 years. This would also result in estimated carbon dioxide (Co2) savings of 47 tonnes of Co2 per year.

6.3 This procurement exercise was conducted in accordance with the agreed contract strategy produced by the Corporate Procurement Unit in close consultation with Energy & Compliance officers and the provisions of Contract Standing Orders, the Financial Regulations and relevant procurement legislation.

7. Risk Analysis

7.1 The successful provider has no known links to Serious and Organised Crime which would have significant political and reputational ramifications for the Council.

8. Equalities Impact Assessment (EIA)

8.1 An equalities screening was undertaken for this report to determine if there is an equalities impact. The results were there is no equalities impact.

9. Consultation

9.1 The Service Lead from Energy and Compliance has been consulted regarding the Contract Strategy. Finance Services and Legal Services have been consulted on the contents of this report.

10. Strategic Assessment

10.1 The Provision of a Replacement Boiler for Carleith Primary School will contribute to the delivery of the Council's strategic priorities by supporting the provision of efficient and effective frontline services that improve the everyday lives of residents.

Angela Wilson
Strategic Director - Transformation & Public Service Reform
19 February 2020

Person to Contact: Andrew Duncan - Procurement Officer, Corporate Procurement Unit, 16 Church Street, Dumbarton, G82 1QL. Telephone 01389 737425

Appendices:	None
Background Papers:	1. Contract Strategy; 2. EIA Screening.
Wards Affected:	Kilpatrick

WEST DUNBARTONSHIRE COUNCIL**Report by Strategic Director – Transformation & Public Service Reform****Tendering Committee: 19 February 2020**

Subject: Contract Authorisation Report – Provision of Outdoor Event Bar and Catering Services

1. Purpose

- 1.1** The purpose of this report is to seek the approval of the Tendering Committee to authorise the Strategic Lead - Regulatory to conclude the award of the contract for the Provision of Outdoor Event Bar and Catering Services.

2. Recommendations

- 2.1** It is recommended that the Tendering Committee:
- a) Authorise the Strategic Lead Regulatory to conclude on behalf of West Dunbartonshire Council (the Council), the award of the contract for the Provision of Outdoor Event Bar and Catering Services to Supreme Fast Foods Limited.
 - b) Note the contract shall be for a period of three years, with the option to extend for an additional two x 12 months' periods with an estimated income of £68,000 over five years. The estimated commencement date of the contract is 1 June 2020.

3. Background

- 3.1** The Council hosts two annual outdoor events each July, within the West Dunbartonshire area. These events are the Loch Lomond Highland Games (hosted in partnership with the Loch Lomond Highland Games Association) and Scottish Pipe Band Championships (hosted in partnership with Royal Scottish Pipe Band Association). West Dunbartonshire Leisure Trust (WDLT) is responsible for the events infrastructure and overall events management.
- 3.2** The Council is looking to appoint an experienced company to provide outdoor bar and catering facilities at both events, including a range of hot food, hot drinks, alcohol and soft drinks. The contract shall be for a period of three years, with the option to extend for an additional two x 12 months' periods. There are options to terminate the contract after the first year of events; or after any future year's events in the event that the Council or the partnership association is no longer hosting the events in future years.

- 3.3** This procurement exercise has been conducted in accordance with the Council's Standing Orders and Financial Regulations and the Public Contracts (Scotland) Regulations 2016 for Services. A Contract Strategy document was also approved by the Business Partner – Strategic Procurement (Corporate Indirects) on 24 September 2019.

4. Main Issues

- 4.1** A contract notice was published on the Public Contracts Scotland advertising portal on 23 October 2019. 11 Providers expressed an interest, with two Providers submitting a response by the deadline for the submissions of 12 noon on 22 November 2019.
- 4.2** The two tender submissions were evaluated by representatives from Facilities Management, WDLT, Corporate Procurement Unit, Health & Safety Services and Finance Services against pre-determined selection criteria forming part of the published tender documents which assessed competence, experience and capacity. One tender submission passed the selection criteria.
- 4.3** One tender submission was evaluated against a set of award criteria which was based on Price / Quality ratio of 70% / 30%. For Price evaluation, the value is based on the total fees paid to the Council by the Provider to provide the Outdoor Event Bar and Catering facilities for the first three years of events 2020 to 2022. The scores relative to the award criteria of each tenderer are as follows:

	Weighting	Supreme Fast Foods Limited
Quality (30%)		
Quality	(20%)	14.8%
Service	(5%)	2.5%
Sustainability	(2%)	1%
Social Benefits	(3%)	3%
Quality Sub-Total %:	(30%)	21.3%
Price (70%)		
Price Sub Total £	-	£38,772.75
Price Sub Total %	(70%)	70%
Total Score	100%	91.3%

- 4.4** It is recommended that the contract is awarded to Supreme Fast Foods Limited, of Glasgow, who has provided the most economically advantageous tender. The contract shall be for a maximum period of five years. The value of the contract is based on the income that will be generated for the Council, based on the total fees payable by the Provider to the Council. The contract value per year increases each year and is averaged to be £13,600 per year totaling £68,000 over five years, ex VAT.
- 4.5** Supreme Fast Foods Limited exceeds the Scottish Living Wage across all staff contracts. Supreme Fast Foods Limited has committed to delivery of the following social benefits as a direct result of delivery of this contract:
- Use of one West Dunbartonshire based organisation for sub-contracting opportunities; and
 - Any measurable and committed support to the fair work practices for workers (including any agency or sub-contractor workers) engaged in the delivery of this contract.

The social benefits will be discussed at the implementation meeting with Supreme Fast Foods Limited and actions to take these forward will be agreed.

5. People Implications

- 5.1** There are no People Implications.

6. Financial and Procurement Implications

- 6.1** As this procurement relates to an income to the Council, there are no financial costs in respect of this contract. The values reported above are fees paid by the Provider to the Council for each event.
- 6.2** This procurement exercise was conducted in accordance with the agreed contract strategy produced by the Corporate Procurement Unit in close consultation with Facilities Management and WDLT officers and the provisions of Contract Standing Orders, the Financial Regulations and relevant procurement legislation.

7. Risk Analysis

- 7.1** The successful Provider has no known links to Serious and Organised Crime which would have significant political and reputational ramifications for the Council.

8. Equalities Impact Assessment (EIA)

- 8.1** An equalities screening was undertaken for this reports to determine if there is an equalities impact. The results were that there is no equalities impact.

9. Consultation

- 9.1** The Service Leads from Facilities Management and WDLT have been consulted regarding the Contract Strategy. Finance Services and Legal Services have been consulted on the contents of this report.

10. Strategic Assessment

- 10.1** Supreme Fast Foods Limited will contribute to the delivery of the Council's strategic priorities by supporting the provision of efficient and effective frontline services that improve the everyday lives of residents.

Angela Wilson
Strategic Director - Transformation & Public Service Reform
19 February 2020

Person to Contact: Andrew Duncan – Procurement Officer, Corporate Procurement Unit, 16 Church Street, Dumbarton, G82 1QL. Telephone 01389 737425

Appendices: None

Background Papers: 1. Contract Strategy;
2. EIA Screening.

Wards Affected: All

WEST DUNBARTONSHIRE COUNCIL**Report by Strategic Director – Transformation & Public Service Reform****Tendering Committee: 19 February 2020**

Subject: Contract Authorisation Report - Antonine Wall Replica Roman Distance Slabs Project

1. Purpose

- 1.1** The purpose of this report is to seek the approval of the Tendering Committee to authorise the Strategic Lead - Regulatory to conclude the award of the contract for Antonine Wall Replica Roman Distance Slabs.

2. Recommendations

- 2.1** It is recommended that the Tendering Committee:

- a) Authorise the Strategic Lead Regulatory to conclude on behalf of West Dunbartonshire Council (the Council), the award of the contract for Antonine Wall Replica Roman Distance Slabs Project to Covanburn Contracts Limited.
- b) Note that the contract shall be for a maximum period of 10 months and at a value of £200,975 ex VAT. The contract start date will be 24 February 2020.

3. Background

- 3.1** The Antonine Wall forms part of the frontiers of the Roman Empire World Heritage Site. The first visible remains from the west can be seen at Duntocher. On the top of the hill, within the public Goldenhill Park, a small fort and an earlier fortlet have been located and excavated. On the west slope of Goldenhill a Roman bath-house was discovered near the Duntocher War Memorial. The Wall runs through five Council areas in central Scotland (West Dunbartonshire (WDC), East Dunbartonshire, Glasgow, North Lanarkshire and Falkirk) with both urban and rural sections.
- 3.2** As part of a three year National Lottery Heritage Fund (NLHF) project grant, the constituent Councils have a requirement to procure the services of a contractor to install distance slabs at five locations across the Antonine Wall. The formation of five stone walls incorporating information panels and distance slabs on the Antonine Wall route was identified by the Antonine Wall Steering Group. One distance slab will be created per local authority. The site options were appraised by each authority's Steering Group member, on the basis of

proximity to the Wall, community benefit, regeneration potential and ease of access for visitors. The works are across five different local authorities with West Dunbartonshire Council acting as lead client as recipient of the NLHF grant. Associated with these walls are also external quality hard landscaping and minor soft landscaping works.

- 3.3** The budget for Antonine Wall Replica Roman Distance Slabs Project was included in the £2.1 million application to NLHF, including the five Council's financial contributions of £313,314.58 was approved at the Planning Committee on 30 May 2018. An overall budget of £315,000 was approved, which is slightly higher than the £313,314.58 estimated. This procurement exercise has been conducted in accordance with the Council's Standing Orders and Financial Regulations and the *Public Contracts (Scotland) Regulations 2016* for Works. A Contract Strategy document was also approved by the Business Partner – Strategic Procurement (Place) on 09 December 2019. The detail of council contributions is shown in the table below.

Council Name	Budget
West Dunbartonshire Council	£64,435.35
Glasgow City Council	£72,194.35
East Dunbartonshire Council	£46,272.45
North Lanarkshire Council	£60,913.15
Falkirk Council	£69,526.28
Total	£313,314.58

4. Main Issues

- 4.1** A contract notice was published on the Public Contracts Scotland advertising portal on 11 December 2019. A total of 16 contractors expressed an interest, with two contractors submitting a response by the deadline for the submissions on 10 January 2020.
- 4.2** The two tender submissions were evaluated by representatives drawn from the Antonine Wall Steering Group (including this Council; East Dunbartonshire and Falkirk Councils and Historic Environment Scotland), along with appointed design team lead - Land Use Consultants, Corporate Procurement Unit, Health & Safety Services and Finance Services against pre-determined selection criteria forming part of the published tender documents which assessed competence, experience, and capacity. Two tender submissions passed the selection criteria.
- 4.3** Two tender submissions were evaluated against a set of award criteria which was based on Price / Quality ratio of 60 % / 40%. The scores relative to the award criteria of each tender, are as follows:

	Weighting	Caley Construction Ltd	Covanburn Contracts Limited
Service	(15%)	7.5%	11.3%
Experience	(15%)	8.8%	11.3%
Social Benefits	(10%)	5%	7.5%
Quality Sub-Total 40%:	(40%)	21.2%	30%
Price (60%)			
Price - Sub Total 60%	(60%)	45.1%	60%
		£267,578.5	£200,950
Overall ranking	100%	66.2%	90%

4.4 It is recommended that the contract is awarded to Cavanburn Contracts Limited of 1 Colville Place, East Kilbride, South Lanarkshire, G75 0PZ, who has provided the most economically advantageous tender. The contract shall be for a maximum period of 10 months at a value of £200,975, ex VAT. The value of the contract is £112,339.58 below the value approved by the Planning Committee.

4.5 Covanburn Contracts Limited pay the Scottish Living Wage to all employees Covanburn Contracts Limited has committed to delivery of the following social benefits as a direct result of delivery of this contract:

- Recruitment of one member of staff from within the West Dunbartonshire geographical area; this will apply for the duration of the contract; and
- Use of one West Dunbartonshire based organisation for sub-contracting opportunities; this will be identified before the contract commences.

The social benefits will be discussed at the implementation meeting with Covanburn Contract Limited and actions to take these forward will be agreed.

5 People Implications

5.1 There are no people implications.

6. Financial and Procurement Implications

6.1 The financial costs in respect of this contract will be met through 100% external funding by the NLHF project.

6.2 This procurement exercise was conducted in accordance with the agreed contract strategy produced by the Corporate Procurement Unit in close consultation with Transformation & Public Service Reform officers and the provisions of Contract Standing Orders, the Financial Regulations and relevant procurement legislation.

7. Risk Analysis

- 7.1** Should the Tendering Committee decide not to proceed as recommended then this will delay the project, may result in the loss of grant funding and may result in legal challenge.

8. Equalities Impact Assessment (EIA)

- 8.1** An equalities screening was undertaken for this reports to determine if there is an equalities impact. The results are that there is no equalities impact.

9. Consultation

- 9.1** A business case was carried out as part of the NLHF application. As part of this process external consultations were carried out across the five Councils.

10. Strategic Assessment

- 10.1** The Antonine Wall Replica Roman Distance Slabs Project will contribute to the delivery of the Council's strategic priorities by supporting strong local economy and improved employment opportunities.

Name: Angela Wilson

Designation: Strategic Director - Transformation & Public Service Reform

Date: 19 February 2020

Person to Contact: Jenna McCrum, Senior Procurement Officer, Corporate Procurement Unit, Council Offices, 16 Church Street, Dumbarton

Telephone: 01389 737856

Email: jenna.mccrum@west-dunbarton.gov.uk

Appendices: Not Applicable

Background Papers: The Contract Strategy
EIA Screening

Wards Affected: Kilpatrick Ward